I.   **Application and Data Criticality Analysis**

A. The Application and Data Criticality Analysis must identify IT Contingency Plan priorities based on the criticality and sensitivity of DMH applications and data. The Analysis incorporates information from the DMH Master System Security Report and prioritizes the sequence in which DMH will recover systems and data in the event that a disaster and/or emergency happen. It includes identification of DMH assets (e.g., hardware, software, and applications) that receive, manipulate, store, and/or transmit confidential and/or sensitive information, as well as information necessary to ongoing business operations. It also includes prioritization of applications and data based on the Criticality Score and Sensitivity Score found in the DMH Master Security Management Report (DMH Policy No. 550.01, Security Management Process: Risk Management Procedure).

B. In creating this Analysis, include all of the following:

   a. Incorporate results of the work done during the Risk Analysis/Management process (see DMH Policy 550.01, Security Management Process: DMH Risk Assessment).

   b. Identify the assets (e.g., hardware, software, and applications) utilized by the Department that receive, manipulate, store, and/or transmit confidential and/or sensitive information, as well as information necessary to ongoing business operations.

   c. Prioritize applications and data based on the Criticality Score and Sensitivity Score found in the DMH Master Security Management Report (DMH Policy No. 550.01, Security Management Process: Risk Management Procedure).

C. Create the Application and Data Criticality Analysis spreadsheet:

   a. Open the DMH Master Security Management Report (from the Risk Management process).

   b. Highlight the following columns: Official System Name, System Acronym, System Owner, Information Security Level, Criticality Score, Sensitivity Score, and [Director's) Priority Level.

   c. Copy these columns and paste them into a spreadsheet titled Applications and Data Criticality Analysis, and add an additional column for System Function, **to** create the Application and Data Criticality Analysis spreadsheet shown below:

APPLICATION AND DATA CRITICALITY ANALYSIS
Date:

Official System Name	System Function Description	System Acronym	System Owner	Information Security Level	Criticality Score	Sensitivity Score	Directors Priority Level

   d. Obtain, from designated executive staff and the DMH Director, a prioritization of the Department's systems, based on a prioritization of those systems' functions, and enter those priorities in the Director's Priority Level column. The DMH CIO must determine the priority of systems for the purpose of this Contingency Plan based on the Director and

designated executive staff prioritization and the criticality and sensitivity scores of systems and applications.

e. Complete the spreadsheet by filling in all of the remaining data.